

## Windows Vista: Basic

**1 day**

### **Description**

This ILT Series course teaches the core features and functions of Windows Vista. Students will learn how to use the Start menu, move and resize windows, manage files and folders, and perform content searches. They will also create shortcuts, change system settings, and browse the Web with Internet Explorer 7.

Designated as Approved Courseware for the Microsoft Certified Application Specialist program, this course will help students prepare for the Windows Vista exam (77-600). For comprehensive certification training, students should complete Windows Vista: Basic and Advanced.

### **Prerequisites**

- *None*

### **Course Outline**

#### ***Unit 1: Windows Vista environment***

Topic A: The Windows Vista desktop  
Topic B: The taskbar and Start menu  
Topic C: Window management  
Topic D: Windows Help and Support

#### ***Unit 2: Folders and gadgets***

Topic A: Folders  
Topic B: The Windows Sidebar and gadgets

#### ***Unit 3: Content management***

Topic A: Files and folders  
Topic B: Content searches

#### ***Unit 4: Customization***

Topic A: The desktop and Start menu  
Topic B: System settings

#### ***Unit 5: Internet Explorer and the Web***

Topic A: Web browsing  
Topic B: Customization  
Topic C: Multimedia content and software